



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

Date: 10/16/14

Kimberly Sallee
1015 T Ave
Nevada, IA 50201

Date Complaint Received: 10/8/14

Complaint Received By: DHS

Complaint Description: The Department received a complaint concerning the potential for the provider to be exceeding allowable numbers of children in care.

Rule Basis: Findings considered in accordance to Rule(s) 110.4 "No more children are in care than the rules for the specific category will allow."

Findings: Unannounced spot check conducted on 10/13/14. Provider had six under-school age children present. Provider was within allowable numbers for a Category B provider at the time of the spot check. I conducted a lengthy review of the allowable numbers for a Category B provider. Kimberly displayed an excellent working knowledge of how many children she was allowed to care for at any given time as a Category B provider. She was able to present a good plan for how she balances the number of children in her care, and the total number of children in her care was manageable with her plan.

Resolution: I find no preponderance of evidence to indicate any non-compliance with being over the allowable number of children for a Registered Category B provider.

A full spot check was conducted with this visit. Two unrelated compliance items listed below will be corrected.

This letter is in regards to the 10/13/14 complaint check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits. (You need to re-post the emergency/disaster plan next to your front and back door.)

☐ 110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor. (You need to re-charge or replace the 2A 10BC fire extinguisher on your main floor.)

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before 12/4/14.**

☒ Based on the items out of compliance listed above, a re-check or follow-up visit to your home is not necessary. However, it is essential you come into complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: 12/4/14.

X _____
Signature Date

Please call me if you have any further questions.

Sincerely,



Earl Crow
Child Development Home Compliance Checks
DHS, Story County
(515) 268-7106

C. Mark Chappelle

Social Work Supervisor
DHS, Dallas County
(515) 993-1705

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to

[http://dhs.iowa.gov/sites/default/files/CC Professional Development.pdf](http://dhs.iowa.gov/sites/default/files/CC%20Professional%20Development.pdf) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).